



**Baton Rouge TGA
Ryan White Advisory Council
Meeting Agenda**

Date: Thursday, March 9, 2017

Time: 3:00 p.m.

Location: DHDS-Classroom 4

Chairperson: Ms. Ashley Howells, MPH

Agenda

- 1. Call to Order**
- 2. Welcome new Advisory Council members**
- 3. TGA Report – TGA staff**
- 4. Ethics Training (*mandatory*)**
 - **Due by March 31, 2017**
 - Send certificate to the Advisory Council Coordinator Clarissa Muse.
- 5. HRSA Webinar**
 - **Topic:** Planning Council/Planning Body Assessment: Key Findings and Implications
 - **Tuesday, March 28, 2017 from 1:00 – 2:30 p.m.**
 - DHDS will stream the webinar in Classroom 4 for those members who would like to attend
- 6. Updated Contact Information**
 - Please make sure that the Advisory Council Coordinator has your current contact information on file.
- 7. Calendar of Events (*monthly*)**
 - Beginning the month of April, if you would like your event to be placed on a monthly calendar please send event details to the Advisory Council Coordinator Clarissa Muse.
- 8. Bylaws Committee Updates**
 - Current Bylaws
 - Bylaws Committee Membership
- 9. Advisory Council Election**
 - Voting Amendment
 - Duties & Responsibilities of the Executive Committee
 - Nominations
 - Who can be nominated?
 - Nominations due to the Advisory Council Chairperson on March 16, 2017 by 5:30 p.m. via e-mail.
 - Ballot
 - Based on nominations received a ballot will be composed and disbursed to current Advisory Council members.
 - Election
 - Tentatively scheduled for the next Advisory Council meeting on:
Thursday, April 13, 2017.
- 10. Agency Announcements**
- 11. Adjourn**